

ESSEX HOUSING AUTHORITY

16 MAIN STREET

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June 20, 2016

Present: Janice Atkeson, RoseMary Willis, David Gephard, Rick Stebbins, and Tammy Mesite,
Maria DeMarco

Called to Order

Meeting was called to order at 4:02 p.m. by board chair, Janice Atkeson.

Approval of Minutes

Minutes from the March 2016 meeting were approved as written.

Residents

David Gephard reported that things are good. All new residents are adjusting and fitting in well. It is known that there are still a couple of people that smoke in their apartments and this continues to be worked on.

Financials

Financials were reviewed and discussed, and accepted. The audit for 2014 and 2015 was discussed and accepted and the appropriate paperwork was signed.

Management Company Report

No formal report at this time.

Manager's Report was read and discussed.

It was also stated by Tammy that for the first time ever, everything in the office is in order. This is due to the fact that there have been two people in the office at times and in the course of training Mary things have all been reviewed and put in order. We will be completely ready for

our Yearly inspection visit from CHFA done by our asset manager, Penny, which will take place in August.

Old Business

Small cities Grant The small cities grant for EHA is moving along. RFP was sent out for the kitchen upgrades. Walk thru was held on June 6, Bids are due in Monday June 27, at which time they will be opened in the selectman's office and the lowest bidder will be selected and their references will be reviewed. HI Stone and Sons Inc. out of Southbury CT will be completing the septic updates. It is now scheduled to start in July. Septic work versus Parking lot upgrade was discussed and it was stated tis may occur the end of August.

New Development Essex Place

EEAH for Essex Place – All is moving forward. Many items are being address. Temporary power will be given from building number 3 meter here in our complex. A permanent electrical easement is being worked on. Many easements are being worked on.

New Business

Art Linares was discussed. Janice made the board aware of a letter she sent to Senator Linares regarding his mailing that states he is helping seniors. She is also sending a letter to the local paper.

Dawn Boulanger resigned from the board of EHA Essex Court. She will remain on the board of EEAH Essex Place. EHA Essex Court board must remain at five members so the town has recommended Yolanda Lowe to fill Dawn's spot on the EHA board. Yolanda could not be sworn in or attend this meeting as she is away.

Regular meeting scheduled for July will not take place. The board will meet again in August on Monday the 15th then October 17 and December 19, the regular meeting and the annual meeting will take place.

NEXT MEETING is August 15, 2016 at 4PM.

Regular Meeting was Adjourned at 4:47pm.

Motions and Votes for Regular Meeting

June 20, 2016

Motion: To Approve the Minutes as written from the March 2016 board meeting

Motioned: Rick Stebbins

Seconded: David Gephard

Voted: All in favor

Motion: To Accept the financials from May 2016

Motioned: David Gephard

Seconded: Rose Mary Willis

Voted: All in favor

Motion: To accept the 2014 – 2015 audit and to approve the affidavit for Audited Financial Statements for 2014 and 2015.

Motioned: Rick Stebbins

Seconded: David Gephard

Voted: All in favor

Motion: To Adjourn the meeting at 4:47pm

Motioned: Rick Stebbins

Seconded: RoseMary Willis

Voted: All in favor

Respectfully submitted by Tammy S. Mesite 06-28-16